FMIS2+ Training Seminar
October 7-11, 2002
Columbia, South Carolina

Agenda

Monday, October 7, 2002

8:00 - 8:30 A.m.	**Registration**
8:30 - 9:00 A.m.	**Welcoming Remarks and Administrative Announcements**
9:00 - 10:00 A.m.	**Overview**
10:00 - 10:15 A.m.	**Break**
10:15 - 11:15 A.m.	**Overview (Continued)**
11:15 - 11:45 A.m.	**Conversion Issues**
11:45 - 1:15 P.m.	**Lunch**
1:15 - 3:00 P.m.	**Creating and Uploading Obligations**
3:00 - 3:15 P.m.	**Break**
3:15 - 4:30 P.m.	**Creating and Uploading Obligations (Continued)**
4:30 - 5:30 P.m.	**One-on-one Help Session**
5:30 P.m.	**Recess**

Tuesday, October 8, 2002

8:30 - 9:30 A.m.	**Obligations in the Mainframe**
9:30 - 9:45 A.m.	**Break**
9:45 - 12:00 P.m.	**Distributed Vendor Payments**
12:00 - 1:30 P.m.	**Lunch**

1:30 - 3:00 P.m.	**Distributed Vendor Payments (Continued)**
3:00 - 3:15 P.m.	**Break**
3:15 - 4:30 P.m.	**IGT and Reimbursable Obligations**
4:30 - 5:30 P.m.	**One-on-one Help Session**
5:30 P.m.	**Recess**
5:30 - 6:30 P.m.	**Reception**

Wednesday, October 9, 2002

8:30 - 9:00 A.m.	**IGT Repost Facility**
9:00 - 9:30 A.m.	**Using Credit Card Repost**
9:30 - 9:45 A.m.	**Break**
9:45 - 12:00 P.m.	**Preparing Travel Authorizations**
12:00 - 1:30 P.m.	**Lunch**
1:15 - 3:00 P.m.	**Preparing Travel Authorizations (Continued)**
3:00 - 3:15 P.m.	**Break**
3:15 - 4:30 P.m.	**Approving Travel Authorizations**
4:30 - 5:30 P.m.	**One-on-one Help Session**
5:30 P.m.	**Recess**

Thursday, October 10, 2002

8:30 - 9:30 A.m.	**Approving Travel Authorizations (Continued)**
9:30 - 9:45 A.m.	**Break**
9:45 - 11:45 A.m.	**Preparing Travel Vouchers**
11:45 - 1:15 P.m.	**Lunch**
1:15 - 3:00 P.m.	**Approving Travel Vouchers**

3:00 - 3:15 P.m.	**Break**
3:15 - 4:00 P.m.	**Reposting Travel**
4:00 - 4:30 P.m.	**Travel Reporting**
4:30-5:30 P.m.	**One-on-one Help Session**
5:30 P.m.	**Recess**

Friday, October 11, 2002

8:30 - 9:30 A.m.	**Review of Fmis2+**
9:30 - 9:45 A.m.	**Break**
9:45 - 12:00 P.m.	**Review of Fmis2+ (Continued)**
12:00 - 1:30 P.m.	**Lunch**
1:30 - 2:00 P.m.	**Maintaining Tables**
2:00 - 2:10 P.m.	**Retaining Records**
2:10 - 3:00 P.m.	**Using Cors**
3:00 - 3:15 P.m.	**Break**
3:15 - 3:30 P.m.	**Using Quality of Data Report**
3:30 - 3:45 P.m.	**Using E and a Reporting**
3:45 - 4:00 P.m.	**Payroll2 Report Facility**
4:00 P.m.	**Wrap-up, Evaluations, and Adjournment**